

Meeting Minutes
Room 239
DEQ/Metcalf Building
1520 6th Avenue
Thursday, January 19, 2006
1:15 p.m. to 2:45 p.m.

Molly Petersen, Chair, called the meeting to order at 1:15 p.m. Those in attendance introduced themselves. Present were Prudy Hulman, Mary Spaulding, Chris Hettinger, Lenore Adams, JereAnn Nelson, Pam Spore, Cynthia Maw, Kim Hayes, Vickie Schiller-Long, Ann Cannon, Ann Storrar, Jackie Williams, Barbara Pepper Rotness, Shannon Stober, Michelle Robinson, Lisa Mecklenberg Jackson, Wendy Neumann, Cynthia Pearson, Connie Rigney, and Kim Benjamin.

Michelle Robinson presented the Ice Breaker: Hershey's Miniatures Personality Traits.

A motion to approve the December 15, 2005 minutes was made by Pam Spore and seconded by Vickie Schiller-Long. The motion passed unanimously, with the addition of attendee names.

Treasurer's Report: In the absence of Jen Skarveit, no treasurer's report was given. Pam asked if Badge West/Ginnie Jones has been paid for engraving that was done for the Excellence in Leadership Awards. Molly will check on that.

JereAnn Nelson accepted the position of ICCW Secretary.

The 2005-06 subcommittees gave the following reports:

PR (Jen Skartveit, chairperson): In Jen's absence, Mary Spaulding announced that the new ICCW banner has been completed and displayed it for all to see. It's wonderful! The banner will be displayed at ICCW events for name recognition and publicity. Molly mentioned that the planning subcommittee took a look at the public relations' goals and whittled them down a bit. This subcommittee should have more direction in its work now. Some of the PR subcommittee members will be attending the meetings of other subcommittees to see how PR can help other subcommittees with their goals. Molly urged the membership to think of how PR could help. Jen should be in contact with subcommittee chairs to find out when they're meeting.

Training (report given by Chris Hettinger): Bob Runkel, of the Office of Public Instruction, spoke on the subject of Behavior vs. Disability at noon today in the Scott Hart Auditorium. He talked about a number of resources that are available through the Office of Public Instruction, the course of action a parent should take regarding questions or issues,

starting with the teacher and ending with the school board. He mentioned disability and behavior issues and resources available for help. There is an amazing amount of money put into remedial assistance for children. 38 people attended. A number of people came up after the presentation to talk to Bob personally about individual issues. Many people, while leaving, said an extra thank you to ICCW for making the effort to make these brown bags possible. Chris had had two requests for additional information from people unable to attend today's presentation. A handout is available if anyone knows of people who'd like the information.

The next brownbag is Thursday, February 16 at noon. The speaker will be Brad Eldredge, chief economist of the Department of Labor and Industry. He will speak on statistics concerning wages across Montana. The training subcommittee is also looking at subjects such as communication and the concept of establishing a full-time position for ICCW librarian in charge of the video loan program. Starting in April, we need to look at replacing and enhancing the ICCW video collection. These videos are an inexpensive option for state employees to enhance their personal and professional lives. Chris is looking for two videos on anger management, which have gone missing.

ELA (report given by Shannon Stober and Lisa Mecklenberg Jackson). Lisa reported that this subcommittee met last week. Sponsor letters were sent to last year's four sponsors of the ELA project. Lisa passed around a document showing the sponsorship levels available. She reported that Fast Enterprises has responded with its intent to be a premier sponsor with a donation of \$500. The subcommittee is also putting together a list of additional sponsors that they will send the sponsor request letter to in hopes of getting more sponsors. Pam mentioned that we'd like to solicit the general membership's help in thinking of additional potential sponsors. Shannon reported that the subcommittee revised the work plan from last year's ELA subcommittee and reformatted it. At the last meeting, the majority of the work plan tasks were assigned. Every detail, outside of the day of the event, has been assigned. Shannon reports that this is an awesome committee with a lot of motivation. Lenore Adams reported that HCTV, Channel 11, has committed to videotaping the ELA ceremony. Videotape copies of the ceremony will be available for sale at \$10 each. The ceremony is May 17, 2006 at 2:30 p.m. The nomination packets will be mailed by March 1. This subcommittee will have information at the next general meeting on how the general membership can help distribute those packets.

Daycare (report given by JereAnn Nelson): A thank you note to Melanie Denning of State Personnel, for her state daycare presentation, was passed around for signatures. JereAnn reported that she is working with the web design group of ITSD on an electronic survey on MINE regarding daycare needs of Helena-area employees and to gauge the level of awareness out there regarding the state daycare. The results will come in the form of an Excel summary. A February roll-out date for the survey is anticipated. An information brochure on the DPHHS childcare scholarship program was distributed (thanks to Chris

Hettinger for bringing that.) This brochure is on the ICCW website. Melanie Denning's daycare flyer has been posted to the State Personnel Division's website. The daycare flyer that Michelle Robinson designed should be on MINE soon. When the survey results are compiled and a report is prepared, the work of this subcommittee should be done.

Wage Analysis (report given by Barbara Pepper Rotness).

Sherry Rust is currently chairing this subcommittee, which will meet next week to develop a work plan. They have lost two members, which has caused a break in the continuity of the subcommittee's work. Sherry will contact former committee members so that the current subcommittee can get an idea of how past information was gathered and analyzed.

One of the subcommittee's goals is to gather and analyze wage discrepancy information. Another goal is to compile a report and present it at a cabinet meeting.

Update on PDC course response:

JereAnn reported that the PDC has pulled its "Working with Women" course and folded it into a course entitled "Male/Female Communication." A course description can be found on the State Personnel/Professional Development Center website.

Other Business:

Molly has received two requests from state employees outside of Helena who'd like to participate in ICCW brown bags. The training and public relations will be looking at that request, possibly through polycom conferencing and/or setting up their own training offerings locally. Molly is happy that people outside of Helena are going on their websites and looking at ICCW activities on MINE.

The professional clothing closet at the YWCA is closed. The group decided they'd like to continue with this service project and settled on collecting professional clothing for CTI (Career Training Institute). Molly will put this in the monthly update.

Chris Hettinger mentioned that the 211 help line for DPHHS for people that need help, but not urgent help like 911 help, is still under construction. Four sites are active: Great Falls, Missoula, Kalispell, and one other. This is a private effort, not state-funded. Molly mentioned that we had talked about adding this help line to our website as a community resource.

Prudy Hulman mentioned that she has access to about 150 calendars from Montana PEAKS, one of which was passed around for inspection during today's meeting, and could be obtained from her by sending her an email request so that she'd know how to deadhead them. It's a calendar showing women working in non-traditional jobs.

ICCW

INTERAGENCY COMMITTEE FOR CHANGE BY WOMEN

The next meeting is Thursday, February 16, 2006 in Room 111 of DEQ's Metcalf Building from 1:15 to 3:00 p.m.

Respectfully submitted,

JereAnn Nelson
ICCW secretary

Creating positive change for all state employees by promoting the full participation of women in state government.

www.mdt.mt.gov/iccw/